

Minutes
Well Contractors Certification Commission Meeting
August 6, 2019 10:00 AM

The regularly scheduled meeting of the Well Contractors Certification Commission was called to order on Tuesday, August 6th, 2019 at 10:12 AM at 131 W. Margaret Ln., Hillsborough, NC, Rm. 302 with Chairman Doug McVey presiding. The following persons were in attendance for the meeting:

Commission Members

Justin Barefoot (absent)
David Brown
Jonathan Dills (absent)
Laura Honeycutt
Doug McVey
Todd Muench
Billy Yow

WCC Staff

Andrew Morgan

DHHS Staff

Wilson Mize
Jon Fowlkes

Legal Staff

John Barkley

Guests

Don Brantwaite (Blue Lizard)

I. Preliminary Matters

(1) Chairman Doug McVey welcomed everyone in attendance and called the meeting to order. He then read the NC State Government Ethics Act which mandates that the Chairman inquire as to whether any member knows of a conflict of interest or appearance of conflict with respect to matters before the Commission. He asked if any member knows of a conflict of interest or appearance of a conflict. No conflicts noted.

(2) The chairman also read a statement on the purpose of the Well Contractors Certification Commission: (Article 7A-Well Contractors Certification, G.S. 87-98.3). **Purpose:** It is the purpose of this Commission to protect the public health and safety by ensuring the integrity and competence of well contractors, to protect and beneficially develop the groundwater resources of the State, to require the examination of well contractors and the certification of their competency to supervise or conduct well contractor activity, and to establish procedures for the examination and certification of well contractors.

(3) Notation of Any Revisions or Additions to the Agenda
Chairman McVey added election of a new Vice-Chairman to the agenda.

II. Action Items

(1) Approval of Minutes

The Commission reviewed the May 7, 2019 meeting minutes. Commissioner Todd Muench made a motion to approve the May 7, 2019 minutes. Commissioner David Brown seconded the motion. A vote was taken and the motion passed unanimously.

(2) Going independent feasibility report

Commissioner Muench presented his report to the Commission. Current estimate for first year cost to operate independently is \$268,000 with an estimated operational cost of \$140,000 for subsequent years. Commissioner Muench stated he "put a lot in there" to pay ahead for large purchases such as a vehicle. The \$7,259 insurance estimate will likely drop significantly once a business plan is in place. There are probably other items that need to be added to this report. Mr. Mize added Commission reimbursement and travel should be added. Commissioner Laura Honeycutt asked for the current balance of the WCC fund, Mr. Morgan replied about \$725,000. Commissioner David Brown asked how much is being spent to operate the program, Mr. Morgan replied fiscal year 2017-18 was \$168,500.

(3) Election of Vice-Chairman

Commissioner Billy Yow nominated Commissioner Todd Muench for the Vice-Chairman position. Commissioner David Brown seconded the motion. Commissioner Muench accepted the nomination. A vote was taken and the motion passed unanimously.

(4) WCC Office Assistant (Part time)

DHHS human resources is listing the proposed office assistant position at a higher pay grade than what was initially proposed. Commissioner Billy Yow made a motion to approve the higher pay grade. Commissioner Todd Muench seconded the motion. A vote was taken and the motion passed unanimously.

III. Information Items

(1) Staff Report

The staff report was presented by Drew Morgan, for activities that occurred between May and July 2019:

1) Exam Reviews	0
2) Exams	18
3) Field Observations	1
4) Civil Penalty Assessments	3

Mr. Morgan informed the Commission that during the WCCC Review Committee 2 more renewals were approved bringing the total number of certificate renewals to 1,113. 97.5% of contractors renewed for 2019-20.

(2) Legislative Report

Chairman McVey deferred to Mr. Morgan to update the Commission on recent legislation.

SL 2019-91 (H770) – created new definition of “State Agency Licensing Board” and new reports for an SALB. These reports are already required of independent Occupational Licensing Boards
SL 2019-122 (S686) – Commissioners David Brown and Justin Barefoot have been reappointed to the Commission

S553 – currently in committee, has a provision to require studying online continuing education requirements. This may or may not become law depending on what happens in committee.

Commissioner David Brown asked Mr. Morgan if he went through the renewal period without assistance this year. Mr. Morgan confirmed he did not have assistance during certification renewals this year.

Commissioner Yow brought up H872 which Mr. Morgan brought to the attention of NC GWA during their Jubilee meeting. H872 has since become SL 2019-189.

(3) Web based database (Blue Lizard software)

Mr. Brantwaite with Blue Lizard software, a custom software company based in Cary, NC, was asked to briefly address the Commission by the Chairman. Mr. Brantwaite informed the Commission the current WCC database is dated and hard to update. A new database would be web-based and allow well contractors access to their profile via the internet and Mr. Morgan would be able to access the database when away from the office. Database reports would be streamlined with fewer mail merges. Once developed, the database code could be deployed anywhere. If the code is “geo-located” on the cloud, there would be monthly hosting fees. Would take existing Access database and upgrade to sequel server while implementing current security protocols. Online payment for certification applications and renewals would be an option, could be “stubbed in”. Chairman McVey expressed his desire to have the new web-based database operational prior to the start of 2020 certificate renewal process.

(4) Review Committee Report

Commissioner David Brown presented the Review Committee report for meetings held in May, June and July 2019. The Review Committee has reviewed 10 applications for certification level A, 4 for level B, 10 for level C and 2 for level D. The Committee also reviewed 17 continuing education courses for pre-approval.

(5) Budget Committee Report

Commissioner Billy Yow presented the Budget Committee report for the meeting held in July 2019. The Committee approved up to \$75,000 for a new database, \$2,000 for a new wallet card printer and funds to purchase a copy of NEC 2017. Additionally, the Committee made decisions on what industry events to have a booth at or attend through July 2020. The National Drilling Association is beginning to look at starting a Carolinas Chapter

(6) Disciplinary Committee

Chairman McVey presented the Disciplinary Committee report for the meeting held in June 2019. The well contractor was given a letter of reprimand for failure to follow Orange County well regulations.

(7) Ethics Update

None at this time.

IV. Upcoming Meetings

Commission Meeting – Nov. 5, 2019 @ 10am, 131 W. Margaret Ln., Hillsborough, NC

Review Committee – Sept. 10, 2019 @ 10:00am, at 501 Millstone Dr., Hillsborough, NC

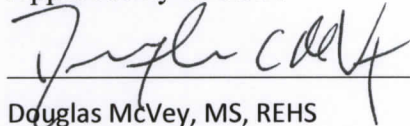
Budget Committee – Jan. 31, 2020 @ 11am, at 1100 E. Wendover Ave., Greensboro, NC

V. Adjournment

With no further business or comments from Commission or Staff, the meeting was adjourned at 11:54 AM

Respectfully submitted,
Andrew Morgan, REHS
WCC Staff

Approved by WCCC:



Douglas McVey, MS, REHS
Chairman, Well Contractors Certification Commission

www.wellcontractors.nc.gov

Nov. 5, 2019

Date